United States Department of State

FOREIGN AFFAIRS MANUAL

VOLUME 2 – GENERAL

Change Transmittal: GEN-419
Date: February 6, 2014

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2 FAM 810
POLICY, OBJECTIVE, SCOPE, AND APPLICABILITY

2 FAM 1240
LEGISLATION

1. **Summary of Changes**

   These changes are related to RM's reorganization from the Bureau of Resource Management (RM) into two bureaus: The Bureau of Budget and Planning (BP) and the Bureau of the Comptroller and Global Financial Services (CGFS).

2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.

3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).

4. For administrative questions on the Foreign Affairs Manual and Handbooks, contact The Office of Directives Management (A/GIS/DIR).

Filing Instructions (Paper Copies)

1. Remove and discard the old 2 FAM 810 (CT:GEN-393; 05-16-2012) and insert the new 2 FAM 810 (CT:GEN-419; 02-06-2014).

2. Remove and discard the old 2 FAM 1240 (CT:GEN-394; 06-25-2012) and insert the new 2 FAM 1240 (CT:GEN-419; 02-06-2014).

3. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for

the appropriate CT and initial.

Distribution Notice

1. The Foreign Affairs Manual and Handbooks (unclassified) official version are on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.